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**From:** Esher, Diana [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=44BD082A59CD44FFA0D5B1C054A3E996-DESHER]  
**Sent:** 10/14/2020 5:08:58 PM  
**To:** White, Lisa [WHITE.LISA@EPA.GOV]  
**Subject:** RE: Presidential Transition Briefing Paper

Hello again,

That's too bad about the building. MAP has a lot of experience with these types of leases, so I don't doubt their judgement. From a few things that Kate told me, you also picked up on building issues that GSA should have caught. I forgot to thank you for adding language about the cost for records storage. That's helpful. We'll need warehouse space.

Diana

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**From:** White, Lisa  
**Sent:** Wednesday, October 14, 2020 12:04 PM  
**To:** Esher, Diana <[Esher.Diana@epa.gov](mailto:Esher.Diana@epa.gov)>  
**Subject:** RE: Presidential Transition Briefing Paper

Thanks Diana and John always told me that as well. I am waiting for this, but unfortunately, we are not in that stage of the projects yet. We are getting close to entering a phase called Value Engineering (VE) for 4PC where all the cost estimates are presented to EPA and MAP. If we are over budget, EPA has to value engineer and give up some amenities such as the murals, or the pendant lighting or the glass doors and glass conference room walls. I am holding my breath....MAP tells me over and over - do NOT give up the pendant lighting, they are not very fond of the building and think we were given a bad deal.

And, thanks for your support, this is the hardest thing I ever did. lw

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**From:** Esher, Diana <[Esher.Diana@epa.gov](mailto:Esher.Diana@epa.gov)>  
**Sent:** Wednesday, October 14, 2020 11:16 AM  
**To:** White, Lisa <[WHITE.LISA@EPA.GOV](mailto:WHITE.LISA@EPA.GOV)>  
**Subject:** RE: Presidential Transition Briefing Paper

Hi Lisa,

Thank you for all the information. I hope that Dan is right. I know that he is helpful when he can be with assuring that funds are available. John K told me to expect having to pay for things when HQ wanted us to go cheaper. Maybe that's where the budget gets stretched.

I know that you are handling an amazing amount of work. I really appreciate how you're able to keep track of the details, manage the people, and represent a strong regional position. There's no doubt in my mind that you are going to give us great space!

Diana

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**From:** White, Lisa  
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**Cc:** Rose, Kenneth <[Rose.Kenneth@epa.gov](mailto:Rose.Kenneth@epa.gov)>; Dressel, Paul <[DRESSEL.PAUL@EPA.GOV](mailto:DRESSEL.PAUL@EPA.GOV)>  
**Subject:** RE: Presidential Transition Briefing Paper

Thanks Diana,

I added a sentence to the attached document about the Region incurring additional costs as it relates to records storage since the digitization centers will not be ready in time for our moves. We may need to pay for offsite records storage that would have been sent to the digitization centers. Also the Regional SF records process may need to continue for a year or two without space allotted for this in 4PC, a possibly additional cost. As you aware, the Region was allocated space based on the Agency's consolidation of records management.

Spoke to Dan Coogan and he indicated generally the regions do not absorb any significant costs for moves. As of today, Region 3 is paying for the cost and maintenance of the *Living Wall* we are adding to the security lobby of 4PC and all the new appliances (refrigerators, microwaves, ice machines) for 4PC and Forest Drive. The appliances procurement will be very high since we are procuring commercial grade refrigerators.

**Just FYI –**

HQs OMS pays for all Tennant Improvement (TI) which is the buildout of the space, construction, upgraded lighting, finishes, murals, paint, etc. These expenses are paid from the **B&F Funds**.

They also pay for non-TI expenses such as furniture, HD files, move and signage contracts, move coordinator, AV, IT, Security contracts, and all decommissioning of existing facilities in accordance with current leases (which is usually broom swept clean). These expenses are paid from **HQs Regional Support Funds** which they set-aside for the Region 3 moves.

Sorry for the long winded response. thanks.lw  
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**From:** Esher, Diana <[Esher.Diana@epa.gov](mailto:Esher.Diana@epa.gov)>  
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**Subject:** FW: Presidential Transition Briefing Paper

Hi Kate and Lisa,

I think that the paper outlines major obstacles very well – trying to move and decommission under Covid-19 conditions and the lack of space for our files.

If we have information, I'd also like to identify any budget issues which we might face. My understanding is that for any move, HQ doesn't provide sufficient funds and regions make up the difference. I think that might be possible if we have one move, but when four facilities require additional funding, our budget may be stretched too thin.

Thank you for preparing this paper. It highlights big challenges which we'll be facing in the days ahead.

Diana

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**To:** Servidio, Cosmo <[Servidio.Cosmo@epa.gov](mailto:Servidio.Cosmo@epa.gov)>; Fields, Jenifer <[fields.jenifer@epa.gov](mailto:fields.jenifer@epa.gov)>; Esher, Diana <[Esher.Diana@epa.gov](mailto:Esher.Diana@epa.gov)>  
**Cc:** Rose, Kenneth <[Rose.Kenneth@epa.gov](mailto:Rose.Kenneth@epa.gov)>  
**Subject:** Presidential Transition Briefing Paper

Cos

Attached is the second Briefing Paper, discussing the 4 new facility leases

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**From:** Dressel, Paul  
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**Subject:** Presidential Transition Briefing Paper

Cos

The Transition team has asked for briefing papers on significant issues that are unique to the region.

The NPMs have been working with the Regional Program Directors and they have developed a list of national issues (such as PFAS)

The NPMs will submit one paper to the transition team for these issues.

We have Identified 2 additional topics that are region 3 specific: The Bay program and the Regional moves  
For the 2016 election – the Bay program was the only Briefing paper submitted from Region 3

Attached is the draft Bay Program Briefing Paper for your review.

I expect to have the second paper later today.

I will need to upload any papers to the transition team by COB Friday 10/16

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